

Terra Academy Founding Board Meeting Minutes

June 19, 2015

Utah State University, 320 Aggie Blvd., Vernal, UT

Call to Order: 1:10 PM

Those in Attendance: Lianna Etchberger, Jared McKeachnie, Pam Rosal, Melissa Huber

Those Absent: Cassie Hays

Approval of Minutes: N/A

Adjourned: 3:31 PM

Terra Academy Board members will adhere to the following expectations:

1. *Be informed, prepared and proactive through due diligence*
2. *Represent the Terra Academy as a unified board*
3. *Know the charter and act to strategically uphold the vision and mission in our work.*

The Terra Academy

Mission Statement: Terra Academy focuses on each student as a “unique” whole person in a global society by providing individualized instruction in a community learning model through educational experiences including a broad range of curricular options and project-based learning opportunities that nourish individual talents, skills, and desires.

Vision Statement: The vision of Terra Academy is to help students become lifelong independent learners, productive members of society possessing respect for other people and cultures, who are stewards of our environment.

School Rules: Be Respectful, Be Responsible, Be Kind

Moto: Learn, Grow, Be

Business:

Approval of Minutes

1. Feb Corporate Board Meeting (**approved at June 15, 2015 meeting**)
2. May Founding Board Meeting (no quorum)
3. May Founding Board Emergency Meeting (audio recorded) (**approved at June 15, 2015 meeting**)

Informational Items

1. Board Development: Discuss the morning’s workshop for new board members, identify take-home concepts and ideas for future board action and development activities. (**Given at the June 15, 2015 meeting**).
 2. Director’s Report: (**Given at the June 15, 2015 meeting**).
- a. Finance
 - b. Hiring Progress
 - c. Building Progress
 - d. Curriculum Progress
 - e. Providers of Goods and Services
 - f. Facilities Services
 - g. Technology Equipment
 - h. Classroom Supply

- i. Lunch Program

Action Items

- 1. Budget (**approved at June 15, 2015 meeting**)
- 2. Benefit and retirement packages for Terra employees
Anticipated action = Vote to approve
 - a. Benefits Proposal
- i. Contribution Schedule: The board considered 3 levels of health care benefits discussing the benefits of each plan. Jared McKeachnie moved that we adopt the rate schedule that sets Terra Academy contributions equal to the Uintah County School District. The plan does identify a cost amount for employees to contribute at the bronze level of coverage. Melissa Huber seconds. Proposal passed unanimously.
 - b. Retirement Proposal (**approved at June 15, 2015 meeting**)
- i. Contract
 - 3. Discuss policies as time permits (items with asterisks are heavily guided by law)
Anticipated action = Vote to ratify
 - a. 03-107 Graduation Requirements *: (**ratified at June 15, 2015 meeting**)
 - b. 03-117 Civil Rights in Single-Sex Classes *: (**ratified at June 15, 2015 meeting**)
 - c. 05-103 Employee Attendance and Absence Leave: (**ratified at June 15, 2015 meeting**)
 - d. 05-106 Employee Discipline: (**ratified at June 15, 2015 meeting**)
 - e. 05-107 Employee Travel and Reimbursement: (**ratified at June 15, 2015 meeting**)
 - f. 05-109 Employee Computer Use: (**ratified at June 15, 2015 meeting**)
 - g. 05-112 Evaluation and Compensation Schedules: (**ratified at June 15, 2015 meeting**)
 - h. Jared McKeachnie moved to ratify 05-113 Employee Electronic Asset Use, 05-118 Employee Criminal Background Check, 05-122 Reasonable Accommodation. Melissa Huber seconded the motion. Policies 05-113 Employee Electronic Asset Use, 05-118 Employee Criminal Background Check, 05-122 Reasonable Accommodation were ratified by a unanimous vote.
 - i. 05-114 Employee Dress Standard – Jared McKeachnie moved to table policy 05-114 Employee Dress Standard. He will draft a simpler policy that refers to the student dress standard. This policy will be ratified via email. Melissa Huber seconded the motion. Policy 05-114 Employee Dress Standard was tabled by a unanimous vote.
 - j. Jared McKeachnie moved to ratify Policy 06-102 Health and Human Sexuality. Pam Rosal seconded the motion. Policy 06-102 Health and Human Sexuality was ratified by a unanimous vote.
 - k. 06-108 Special Ed. Assessment – the proposed policy was not posted to the Google Document so the board was unable to review. This policy will be considered at a future meeting.
 - l. Pam Rosal moved to ratify Policies 07-120 Donations and Gifts, 07-121 Employee Travel and Reimbursement, 07-122 Vending Machines, 07-123 Accts. Payable, Accrued Liabilities and Consistency in Cost Accounting and 07-124 Compliance with Laws. Jared McKeachnie seconded the motion. Policies 07-120 Donations and Gifts, 07-121 Employee Travel and Reimbursement, 07-122 Vending

Machines, 07-123 Accts. Payable, Accrued Liabilities and Consistency in Cost Accounting and 07-124 Compliance with Law were ratified by a unanimous vote.

m. Jared McKeachnie moved to ratify Policies 02-101 Facilities Usage, 02-102 Building Access, 02-103 Reporting of Suspected Child Abuse Policy and 02-104 Nutrition and Wellness. Missy Huber seconded the motion. Policies 02-101 Facilities Usage, 02-102 Building Access, 02-103 Reporting of Suspected Child Abuse and 02-104 Nutrition and Wellness were ratified by a unanimous vote.

n. Pam Rosal moved to ratify Policies 02-105 Use of School Property, 02-106 Harassment and Sexual Harassment, 02-107 Safe Schools, and 02-108 Traffic, Arrival and Departure. Jared McKeachnie seconded the motion. Policies 02-105 Use of School Property, 02-106 Harassment and Sexual Harassment, 02-107 Safe Schools, and 02-108 Traffic, Arrival and Departure were ratified by a unanimous vote.

o. Pam Rosal moved to table Policies 02-110 Use of School Vehicles and 02-111 Automobile Accident. Jared will propose new language for both policies, circulate via email and if agreement is reached, the board will ratify via email. Jared McKeachnie seconded the motion. Policies 02-110 Use of School Vehicles and 02-111 Automobile Accident were tabled by a unanimous vote.

Upcoming Events

1. Next Terra Academy Founding Board meeting, July 23, 2015, 6:00 PM
2. Furniture asset tagging, Date TBD
3. Uintah High School meeting, date TBD
4. Uintah School District Student Services Director Shannon Deets, date TBD